

SAN ANTONIO METROPOLITAN HEALTH DISTRICT

INTERDEPARTMENTAL MEMORANDUM

TO: Mayor and City Council

FROM: Fernando A. Guerra, M.D., M.P.H., Director of Health

THROUGH Terry M. Brechtel, City Manager

COPIES TO: Frances A. Gonzalez, Assistant to the City Manager; City Attorney's Office; Finance Department; Office of Management and Budget; Project; File

SUBJECT: ORDINANCE ACCEPTING FUNDS FROM THE U. S. CONFERENCE OF MAYORS RESEARCH AND EDUCATION FOUNDATION

DATE: March 13, 2003

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes the City Manager to accept and execute a cash grant contract in an amount not to exceed \$64,194.00 from the U. S. Conference of Mayors Research and Education Foundation (COMREF) to support the Brotha to Brotha HIV Intervention Project of the ongoing HIV/AIDS Program of the San Antonio Metropolitan Health District (SAMHD) for the period March 1, 2003 through February 29, 2004. This ordinance also establishes a fund, adopts a budget, approves a personnel complement, approves the execution of a subcontract with BEAT-AIDS, Inc., and authorizes payments for contractual services.

Staff recommends approval.

BACKGROUND

The United States Conference of Mayors (USCM) in cooperation with the U.S. Centers for Disease Control and Prevention, National Center for HIV, STD, and TB Prevention, issued a Request for Proposals (RFP) for the HIV/AIDS Prevention Grants Program to strengthen local capacities to carry out effective HIV/AIDS prevention activities. SAMHD's proposal, chosen on merit, addressed the USCM Track Two funding priority of Implementation of HIV/AIDS Prevention Services Targeting Gay/Bisexual Men of Color (GBMC). Because the SAMHD demonstrated strong community ties with specific experience in serving the target group, the USCM made the grant to complement efforts already under way by the SAMHD. This grant will be used to conduct AIDS intervention workshops with course facilitators. Review sessions will

be used to critically assess the success of the program. For many years the SAMHD has contracted with BEAT-AIDS, Inc. which works to prevent AIDS in the African-American community. BEAT-AIDS, Inc. will assist in the recruiting effort and administering incentives.

The personnel complement consists of two (2) part time positions.

POLICY ANALYSIS

Acceptance of this grant from TDH will continue the long-standing practice of utilizing Federal and State and private foundation aid to support the local public health programs of the City.

FINANCIAL IMPACT

This COMREF contract provides \$64,194.00 in cash to support the Brotha to Brotha HIV Intervention Project of the ongoing HIV/AIDS Program of the San Antonio Metropolitan Health District (SAMHD). Acceptance of this contract award will place no demands on the City General Fund.


COORDINATION

The City Attorney's Office and the Office of Management and Budget, Risk Management Division have reviewed the contract with COMREF. The Finance Department has approved the proposed project budget.

SUPPLEMENTARY COMMENTS

Provisions of the Ethics Ordinance do not apply.


Fernando A. Guerra, MD, MPH
Director of Health


Frances A. Gonzalez
Assistant to the City Manager

APPROVED:


Terry M. Brechtel
City Manager

ATTACHMENT I
Conference of Mayors Research and Education Foundation
Fund No. 26-022092
Contract No. U62/CCU300609-19

INDEX	<u>ESTIMATED REVENUES</u>	OBJECT CODE	ORIGINAL BUDGET
079608	COMREF Grant		\$ <u>64,194</u>

APPROPRIATIONS

Brotha to Brotha HIV Intervention Project
Activity 36-07-55 03/01/2003 to 02/29/2004

735068	Regular Salaries & Wages	01-010	23,681
735076	Social Security	01-030	1,812
735084	TMRS	01-040	2,704
735092	Group Health Insurance	01-050	3,516
735100	Life Insurance	01-051	54
735118	Workers' Disability Compensation	01-060	350
735126	Personal Leave Buy Back Pay	01-072	350
735142	Mail and Parcel Post Service	02-113	280
735159	Travel-Official	02-124	1,956
735258	Binding, Printing & Reproduction	02-181	2,000
735456	Fees to Other Contractors	02-163	19,736
735266	Other Contractual Services	02-193	4,455
735274	Office Supplies	03-210	500
735134	Communications	02-110	700
735183	Advertising & Publication	02-175	2,100

Total 36-07-55:	\$ <u>64,194</u>
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Fund Only Index #: 001260

PERSONNEL COMPLEMENT:

Activity 36-07-55

0067	Administrative Aide (P/T)	1
0918	Program Manager (P/T)	1
		<u>1</u>
Total		<u>2</u>

ATTACHMENT II

San Antonio Metropolitan Health District Brotha to Brotha Program Subcontractor Budget for BEAT-AIDS

Training for Facilitators (Estimated 32 hours)	2,000
Brotha to Brotha Facilitators (2 @ \$50 per hour)	7,000
Brotha to Brotha Work Group (6 @ 25 per session for 8 sessions)	1,200
Meeting Room Charges (Est. @ \$138 per session X 32 sessions)	4,416
Food (\$50 X 32 sessions)	1,600
Cash Incentives for Participants	2,760
Gas Vouchers	400
Local Travel (Personal car mileage @ .360X1000mi)	360
Total contract	\$19,736